



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
POSTAL SERVICE CENTER BOX 8003  
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ASO 1050.1C  
ADJ  
25 Jul 13

AIR STATION ORDER 1050.1C

From: Commanding Officer, Marine Corps Air Station, Cherry Point  
To: Distribution List

Subj: LEAVE AND LIBERTY REGULATIONS

Ref: (a) MCO 1050.3J  
(b) MCIEAST-MCB CAMLEJO 1050.6

Encl: (1) Liberty Limits Map (Statute Miles)  
(2) Liberty Limits Listing by City (Road Miles)

1. Situation. To promulgate policy for granting leave and liberty to personnel within this Command. This Order is punitive in nature; violations are punishable under article 92 of the Uniformed Code of Military Justice.

2. Cancellation. ASO 1050.1B.

3. Mission. A leave and liberty program will be implemented by each subordinate command in order to provide Marines respite from the work environment in ways that shall contribute to their improved performance and increased motivation.

4. Execution

a. Commander's Intent

(1) To ensure every opportunity for leave and liberty is afforded to the Marines and Sailors attached to the units under the administrative control of the Commanding Officer (CO), Marine Corps Air Station (MCAS), Cherry Point.

(2) To ensure guidance is provided to optimize a safe departure and return to MCAS Cherry Point.

(3) To ensure liberty boundaries are consistent with higher headquarters, as depicted in reference (b).

DISTRIBUTION STATEMENT A: Approved for public release,  
distribution is unlimited.

b. Concept of Operations

(1) This Order has been completely re-written. It contains significant changes throughout and should be reviewed in its entirety.

(2) Per reference (a), a departure time of 1201 on the day prior to the actual charged day of leave and a return time of 1200 on the day after the last charged day will ensure travel is accomplished during daylight hours.

(3) Any CO authorized to approve leave and liberty may delegate this authority at his/her discretion.

(4) Commencement and termination of leave must be made in the immediate vicinity of the Marine's duty station, that is the place from which the Marine normally commutes daily to/from work.

(5) Boundary limits for liberty (**ground travel only**) are:

(a) Regular Overnight Liberty. Any location not more than **85 road miles** from MCAS Cherry Point.

(b) Regular Weekend Liberty. Any location not more than **250 road miles** from MCAS Cherry Point.

(c) Three-Day Special Liberty. Any location not more than **350 road miles** from MCAS Cherry Point.

(d) Four-Day Special Liberty. Any location not more than **450 road miles** from MCAS Cherry Point.

(6) Special Liberty may be granted for:

(a) Compensation for significant periods of unusually extensive working hours.

(b) Special recognition for exceptional performance, such as Marine of the quarter/year, etc.

(c) Compensation for long or arduous deployment from home stations or homeport, afloat or in the field.

(d) Compensation for duty at a unit or activity for which normal liberty is inadequate due to isolated locations.

(e) A traffic safety consideration or avoidance of peak traffic periods.

(f) House hunting trips for Marines returning from overseas tours who are not otherwise eligible for permissive Temporary Additional Duty.

c. Tasks

(1) Commanding Officers

(a) Grant leave and liberty, per the references and this Order, to personnel in your respective units, ensuring enough personnel are on board to continue an effective operational tempo.

(b) Create a unit order with specific administrative requirements to manage the leave and liberty program. The order will include, at a minimum, instructions on:

1. Marine On Line (MOL) request procedures, to include check-in and check-out procedures.

2. Chain of Command endorsement requirements and 'Out-of-Bounds' request criteria

3. Emergency Leave instructions and steps to take in the event a bona fide emergency occurs while on leave/liberty.

(c) At your discretion, extend the liberty boundaries for **air travel only** to any metropolitan area within the continental United States, served by a regularly scheduled commercial airline on which reservations to the liberty address are able to be acquired before the commencement of liberty. The boundary limitations may be modified based on the suitability of transportation being utilized for travel, coupled with the distance being traveled, and with the current/anticipated weather conditions during that liberty period, in order to ensure a safe and timely return of personnel.

(2) Officers/Staff Noncommissioned Officers in Charge and/or Directors. Ensure Marines and Sailors under your cognizance are aware of the rules and regulations pertaining to this Order and your unit's leave and liberty program, and that all unit recall information is up to date prior to departure.

(3) MCAS Cherry Point Staff Judge Advocate. Provide appropriate clearance/endorsement for leave and liberty for those serving on a court martial and ensure they are aware that they may be excused only after your endorsement or with the expressed consent of the convening authority.

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d. Coordinating Instructions

(1) Foreign Country leave requires a Country Specific Threat Brief from the Mission Assurance office.

(2) Leave and liberty for this headquarters will be as follows: the CO, MCAS Cherry Point is the approval authority for the Executive Officer (XO) and Sergeant Major; either the CO or the XO is the approval authority for a subordinate command's CO and/or Director; either the CO or the XO is the approval authority for the CO's personal staff to include the Adjutant, the Station Inspector and his/her office personnel, and the CO's driver.

(3) Enclosure (1) is provided as a guideline for geographical limits; it is an approximation of straight-line distances ("as the crow flies.") Enclosure (2) provides actual road-mile distances from Cherry Point to cities within the Liberty limits; it is not all-inclusive.

(4) Use the "Out of Office" reply capability in Microsoft Outlook, as a courtesy, with instructions as applicable.

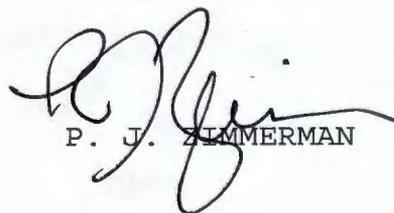
(5) Special Leave Accrual requests for the "Other Duty" category will be submitted to the CO, MCAS Cherry Point for approval.

5. Administration and Logistics. The MOL system is mandated as the sole source for Commanders to report leave. Leave is granted with the condition that the Marine can return for duty, upon expiration of leave, to the place and at the time specified in the leave authorization. It is the individual Marine/Sailor's responsibility to ensure they have sufficient funds available to return for duty from leave.

6. Command and Signal

a. Command. This Order is applicable to personnel of Headquarters and Headquarters Squadron, Marine Transport Squadron One, and the Center for Naval Aviation Technical Training.

b. Signal. This Order is effective the date signed.

  
P. J. ZIMMERMAN

DISTRIBUTION: A

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LIBERTY LIMITS  
STRAIGHT-LINE MILEAGE



Note: This map is an approximation. The mileages represented are NOT ROAD MILEAGE.

Enclosure (1)

LIBERTY LIMITS ROAD MILEAGE

CITY	STATE	MILEAGE	CITY	STATE	MILEAGE
ALEXANDRIA	VA	348	FORT BRAGG	NC	158
ANDREWS AFB	MD	358	FREDERICKSBURG	VA	302
ARLINGTON	VA	350	GREENSBORO	SC	205
ASHEVILLE	NC	378	HAGERSTOWN	MD	416
ATLANTIC CITY	NJ	417	HARRISBURG	PA	435
AUGUSTA	GA	382	HIGH POINT	NC	221
BALTIMORE	MD	399	HILTON HEAD	SC	387
BEAUFORT	SC	385	INDIAN HEAD	MD	343
BECKLEY	WV	391	LANCASTER	PA	441
BELVOIR	VA	349	LITTLE CREEK	VA	348
BETHESDA	MD	361	LYNCHBURG	VA	278
BLUEFIELD	WV	354	MILFORD	DE	350
BOLLING AFB	DC	352	MYRTLE BEACH	SC	180
BRISTOL	TN	393	NEWPORT NEWS	VA	187
BRISTOL	VA	391	NORFOLK	VA	176
CAMERON	VA	343	PARRIS ISLAND	SC	399
CAPE HATTERAS	NC	115	PETERSBURG	VA	217
CAPE MAY	NJ	373	QUANTICO	VA	323
CARLISE	NY	427	RALEIGH	NC	128
CHARLESTON	SC	275	RICHMOND	VA	242
CHARLESTON	WV	447	ROANOKE	VA	305
CHARLOTTE	NC	269	ROCKY MOUNT	NC	116
CHARLOTTESVILLE	VA	310	SAVANNAH	GA	408
COLUMBIA	SC	310	SILVER SPRINGS	MD	367
DAHLGREN	VA	285	SUMTER	SC	274
DAM NECK	VA	187	VIRGINA BEACH	VA	190
DANVILLE	VA	210	WAKE FOREST	NC	140
DOVER	DE	364	WASHINGTON	DC	352
DURHAM	NC	153	WINSTON SALEM	NC	232
ELIZABETH CITY	NC	137	YORK	PA	416
FAYETTEVILLE	NC	147	YORKTOWN	VA	199
FLORENCE	SC	233			